

SENIOR RESIDENTIAL COUNSELOR

FLSA Code: N

Job Code: 7021

GENERAL DEFINITION AND CONDITIONS OF WORK:

Performs intermediate professional and administrative work participating in the treatment and supervision of residents in a group home for adolescent girls; does related work as required. Work is performed under regular supervision.

This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires climbing, stooping, crouching, reaching, walking, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for night vision, peripheral vision, preparing and analyzing written or computer data, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to noise, and hazards. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Counseling, monitoring and supervising activities of a group of court assigned adolescent females in a twenty-four hour residential setting; providing case management to assigned clients.

Oversees, records and evaluates client behavior and progress;
Designs and implements treatment plans and client behavioral programs;
Teaches/models socially adaptive behavior;
Conducts individual and group counseling on established and on as needed basis;
Discusses functions of the facility, rules and regulations and reconciles clients to the environment;
Provides and directs leisure activities including arts and crafts, sports, outings, etc.;
Maintains records and writes reports;
Assesses client progress and prepares reports for the Court;
Transports clients to various services, programs, facilities and activities;
Plans and supervises recreation activities and food service;
Supervises and participates in food service activities and facility cleaning, maintenance and repair;
Provides crisis interventions; assesses emergency and medical situations and determines appropriate action;
Administers medication according to directions;
Maintains records and files and prepares reports;
Performs related tasks as required.

REQUIREMENTS/EDUCATION/EXPERIENCE:

Graduation from an accredited college or university with major course work in social work, counseling or related field and extensive experience counseling; possession of an appropriate driver's license valid in the Commonwealth of Virginia; possession of first aid, CPR, medication disbursement, bloodborne pathogens and physical restraint training certification; thorough knowledge of human behavior, mental health, juvenile justice and social problems, rules, regulations and procedures of the residential facility, the techniques of residential facility care and counseling and the basic principles of human psychology; experience in enforcing institutional rules firmly and fairly and in counseling clients in a transit or residential environment who may be frightened, hostile, rebellious and ability to win their confidence; ability to supervise a small group of clients and staff in a closed environment, to prepare records and reports and to deal courteously yet firmly with clients, their families and the public. An equivalent combination of training and experience may be considered.

This is a class description and not an individualized job specification. The class description defines the general character and scope of duties, responsibilities, and requirements of all positions in one job classification, but is not all-inclusive. Duties, responsibilities and requirements may be added, deleted or changed at any time at the discretion of management.